

**FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
REGULAR MEETING**

August 21, 2017

1. **Call to Order** - Mr. Burdick, President, called the meeting to order at 6:30 p.m.
Open Public Meeting Announcement
“In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given of tonight’s meeting in area newspapers, which include the Hunterdon County Democrat and the Express-Times and have been posted on the bulletin board by the main office of the Franklin Township School, sent to the Township Clerk, and to all Board of Education members on January 12, 2017.

1.01 Roll Call – Ms. Martucci, Board Secretary recorded the roll and determined a quorum was present.

Present: Mr. Burdick, Mr. Cama, Ms. Crielly, Mr. French (arrived at 8:25 p.m.), Mrs. Luciano
Absent: Mrs. Homulak, Mr. Yasunas

1.02 Flag Salute - Mr. Burdick led all assembled in the Pledge of Allegiance.

2. **Presentations**

- 2.01 PARCC Testing - Dr. Fredericks
2.02 Technology - Leslie McCusker

3. **Minutes**

- 3.01 July 24, 2017 – Regular Meeting
3.02 July 24, 2017 – Executive Session

Resolved, to approve the above listed minutes.

Motion: Crielly Second: Luciano By Voice Vote

Yes 4	No 0	Abstain 0	Absent 3
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4. **Superintendent’s Report - Dr. Carol Fredericks**

- 4.01 Superintendent Report
Dr. Fredericks read a statement pertaining to FTS and referenced a petition that was posted on Change.org
- 4.02 Projected Enrollment - 293
- 4.03 PTA Update - Mrs. French
- Faculty Welcome Back Breakfast - 8/23/17
 - 80th Anniversary of FTS (1937) and 25th Anniversary of the Library (1992)
- 4.04 2016-2017 Annual Report to the Board of Education on the Code of Student Conduct

4.04.1 Final HIB Report 2016-2017

Board Meeting Dates 16-17	# Of Incidents Reported	# Identified as HIB
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June 21 – Aug. 22	0	-
Aug. 29 – Sept. 18	0	-
Sept. 19 – Oct. 17	0	-
Oct. 18 – Nov. 21	0	-
Nov. 22 – Dec. 19	1	1
Dec. 20 – Jan. 23	0	-
Jan. 24 – Feb. 27	0	-
Feb. 28 – Mar. 20	0	-
Mar. 21 – Apr. 24	11	5 (6-1* Reversed)
Apr. 25 – May 22	11	3 (4-1** Reversed)
May 23 – June 12	0	-
June 12 – June 27	4	3
Total	27	12

* HIB Finding reported on April 24th. Decision reversed by CSA on May 22, 2017.

** HIB Finding reversed under granting of parental appeal by BOE on June 12, 2017.

4.04.2 Final Code of Conduct Suspension Report 2016-2017 (Non-HIB)

Grade	Date	Reason	Days of Suspension
4	11/9/16	Hit teacher	1 Day
4	11/28/16	Hit classmate	2 Day
5	10/28/16	Physical Fighting/Aggressive Physical Contact	1 Day
5	10/28/16	Physical Fighting/Aggressive Physical Contact	1 Day
7	2/28/17	Inappropriate Behavior and Language	1 Day
8	3/30/17	Inappropriate Text and Physical Contact	1 Day

4.04.3 Annual Code of Conduct Report

Grade	# of Behavior Violations	School Responses	Degree of Effectiveness Achieving the Purposes # Incidents = # Students	Degree of Effectiveness Of Implementation of Code Of Student Conduct	Proposed Changes
8	48	Verbal Counsel Parent Conference Loss of Privileges Detention Suspension	1X = 6 Students 2X = 3 Students 3X = 1 Students ----- 4X = 3 Students 5X = 1 Student 8X = 2 Students 62% Effective/38% Ineffective	# of Teachers - 16	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
7	39	Verbal Counsel Parent Conference Loss of Privileges Detention Suspension	1X = 7 Students 2X = 2 Students 3X = 1 Student ----- 4X = 1 Student 5X = 1 Student 6X = 1 Student 10X = 1 Student 71% Effective/29% Ineffective	# of Teachers - 16	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
6	27	Verbal Counsel	1X = 5 Students	# of Teachers - 9	Revise Policy 5131

		Parent Conference Loss of Privileges Detention Suspension	2X = 3 Students ----- 4X = 4 Students 66% Effective/33% Ineffective		Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
5	18	Verbal Counsel Parent Conference Loss of Privileges Suspension	1X = 4 Students ----- 4X = 2 Students 6X = 1 Student 57% Effective/43% Ineffective	# of Teachers - 4	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
4	18	Verbal Counsel Parent Conference Loss of Privileges Suspension	1X = 6 Students 3X = 1 Student ----- 4X = 1 Student 5X = 1 Student 77% Effective/23% Ineffective	# of Teachers - 7	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
3	26	Verbal Counsel Parent Conference Loss of Privileges Detention	1X= 5 Student 2X = 1 Student 3X = 2 Students ----- 4X = 1 Student 9X = 1 Student 80% Effective/20% Ineffective	# of Teachers - 2	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
2	2	Parent Signed Minor	1X = 2 Students 100% Effective	# of Teachers - 1	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data
1	5	Verbal Counsel Parent Conference	1X = 1 Student (tardy) 4X = 1 Student (tardy) 100% Effective	# of Teachers - 2	Revise Policy 5131 Revise Code of Conduct Advisory Period 1X/Week Full Value Prof. Dev. Implement NJDOE Resource: Climate Improvement PBS - Continue Second Step Curriculum - Continue Analyze Data

5. **Business Administrator Report**

- 5.01 Technology Readiness for start of school – Presentation by Mrs. McCusker.
- 5.02 Mr. Schwar, Mrs. Hyland and the ABM team have worked very hard along with 3 summer workers to get the building ready for next week. Many thanks to them for their hard work.
- 5.03 Auditor – 8/16 & 8/17. Will present audit at November or December meeting.
- 5.04 8/15/17 met with Engineer on boiler/HVAC issues.
- 5.05 Bottle filling stations installed, electric to be completed this week.
- 5.06 New copiers/MFP to be delivered tomorrow 8/22/17.
- 5.07 Snow plowing responses to RFP due on Friday, 8/25/17 at 2:00pm.

6. **Public Comments**

Ms. Zarish said thank you for email regarding bus route and parent pick up time.

Mrs. French clarified her comments at the June 12th meeting regarding the use of slang language by middle school students.

Dr. Fredericks said that our children who use such language is troubling. The notion that they are learning it here is incorrect. Access to internet at home and culture is inundated - use it as a teachable moment.

Mrs. Forbes made comments on the following items:

- PARCC testing - can students move around, sit on ball chairs, etc. Dr. Fredericks said yes.
- Cell phones - removing them - how to stop this
- Referenced an 8th grade student last year who said that 8th grade was one of her best years. She feels that students need to come in with a new focus.
- At the June 12th meeting, there were a lot of misstatements that were not backed up with facts.
- HIB - need to protect victims before offenders and need discretion.

Dr. Fredericks said that she is not an attorney and needs to follow the attorney's advice.

Mrs. Huebscher said that she started the petition and it was not meant to demean anyone.

Mr. Burdick explained how public comments work, referencing case law. Everyone has an opinion. The Board of Education is not here to agree or disagree.

Mr. Reppmann asked about recording BOE meetings. Mr. Burdick said that minutes don't reflect discussion. They must reflect action taken. It will be discussed again.

Mr. French said that minutes/actions must be recorded. Other items may be recorded to possibly capture public comments.

Karen Shea commented on the schedule and buses being late. She suggested keeping a record of arrival times to see if the problem is solved.

Mr. Witkowski said the buses are not late everyday and suggested recording only when the buses are late.

Mr. Cama said that teachers know when buses are late - students arrive in groups.

7. **Correspondence**

8. **Subcommittee Discussion and Action Items**

All resolutions are upon the recommendation of the superintendent.

8.01 Ad Hoc (Board Goals, Supt Goals/Personnel) – Ms. Crielly, Mr. French, Mr. Yasunas - did not meet

8.02 Budget and Finance – Mr. French, Mr. Yasunas, Mrs. Homulak - met 8/17/17

8.02.1 Copier Lease

Resolved to accept the following proposals received for copier leases for the period August 2017 through July 2021:

Vendor	Brand	Monthly Lease	Per Copy B&W	Per Copy Color
Atlantic Tomorrows Office	Savin	\$995.00/48 Mo.	\$.0045	\$.0550
Sharp Business Systems	Sharp	\$978.93/48 Mo.	\$.0045	\$.0490
United Business Systems	Canon	\$1,099.00/48 Mo.	\$.0038	N/A

BE IT FURTHER RESOLVED to award a contract to Sharp Business Systems for the lease of two black and white multi-function machines and two color multi-function machines at a monthly amount of \$978.93 for 48 months.

Motion: Crielly Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.02.2 BCBA Shared Services

Resolved, to approve a shared service agreement with the Hampton Borough Board of Education for BCBA services for the period 7/1/2017 to 6/30/2018 for \$55,000.00 payable in 10 monthly installments of \$5,500.00 each. Additional services will be billed at cost per the agreement on file in the Business Office.

Motion: Crielly Second: Cama By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.02.3 PROFESSIONAL SERVICE – Occupational Therapy

Resolved to approve an agreement for occupational therapy services between the Franklin Township Board of Education and Children’s Therapy Services, Inc. for the period July 1, 2017 through June 30, 2018 at an hourly rate of \$94.75, not to exceed \$7,500.00.

Motion: Crielly Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.02.4 2017-2018 NJ CAP Grant Application

Resolved, to accept the 2017-2018 NJ CAP Grant Award in the following amounts:

- K - 6 - \$664.00
- Teen CAP - \$385.00

Motion: Crielly Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.02.5 2017-2018 Joint Transportation Agreement

Resolved, to approve a 2017-2018 Joint Transportation Agreement between the Franklin Township Board of Education (Host District) and the Hampton Borough Board of Education (Joiner District) for Route #VV-HPS18 at an annual cost of \$9,000.00.

Motion: Crielly Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.03 Communications – Mr. Burdick, Mr. Cama, Ms. Crielly - did not meet

8.04 Curriculum & Education – Mr. Burdick, Ms. Crielly, Mrs. Luciano - did not meet

8.04.1 - 2017-2018 Mentoring Plan

Resolved, to approve the Franklin Township School Mentoring Plan for the 2017-2018 school year.

Motion: Crielly Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

8.05 Negotiations – Mr. Cama, Mr. Yasunas, Mrs. Homulak - did not meet

8.06 Policy – Mr. Burdick, Mr. French, Mrs. Luciano

Mr. Burdick reported that the handbook needs to be revised to match the policy. A discussion ensued as to who should do it.

9. Consent Agenda

The matters listed below have been referred to the Board for reading and studying and are to be considered routine. They will be enacted with one motion. If separate discussion is desired, an item may be removed by Board assent.

9.01 Budget and Finance

9.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending July 2017, which agree with each other and the bank.

9.01.2 Financial Reports Certification

Approve the following resolution:

Pursuant to N.J.A.C. 6A:23A-13.3(c)3, the Board Secretary certifies that no line account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23A-16.10(a) and; pursuant to N.J.A.C. 6A:23A-13.3(c)4, we certify that as of July 31, 2017 after review of the monthly reports (appropriation section) and upon consultation with the appropriate officials, to the best of our knowledge no major line account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that sufficient funds are available to meet the district’s financial obligations for the entire fiscal year.

9.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2017-2018 school year budget as per the attached list.

9.01.4 Bill List

Approve the August, 2017 bill list in the amount of \$578,098.14.

9.02 Education

No Consent Items

9.03 Personnel

9.03.1 Professional Development

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
9/26/17 11/2/17 12/12/17	Sophia Van Ess	New Jersey Leadership Academy	\$450.00	\$0
12/7/17 2/13/17 4/12/17 5/10/17	Kim Schuler	Payroll Fundamentals Transportation/Food Service Audit Review Admin. Assistant Program	\$400.00	\$126.48

9.03.2 Substitute Personnel

Approve the following substitute teacher application:

- Monique Dowgin

9.03.3 Student Teacher Placements

Approve, William Tackett, a student attending The College of New Jersey to be placed with Christina Kocsi, Second Grade Teacher for the Fall 2017 Semester.

9.03.4 Course Applications

Approve the following Course Applications:

Employee	Name of Course	College/University	Semester	Amount of Reimbursement
Lindsay Gooditis	Intro to Educational Administration	The College of New Jersey	Fall 2017	\$1,851.60
Lindsay Gooditis	Staff Supervision	The College of New Jersey	Fall 2017	148.40
Lindsay Gooditis	Internship in Educational Leadership	The College of New Jersey	Fall 2017	0.00
Steven Timko	Practicum/Seminar I in Administration and Supervision	Rowan University	Fall 2017	\$1,620.00
Adriana Coney-Miller	Leadership, Advocacy and Consultation in the Schools	Walden University	Fall 2017	\$ 800.00

9.04 Facilities

9.04.1 Use of Facilities

Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
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PTA	Book Fair	APR/Theater	M-F/Sept. 21-29 W/Sept. 27	8:30 am - 3:30 pm 5:30 - 9:30 pm
Girl Scouts	Meetings	Room #125	2 nd Thursday/Month	3:30 - 4:30 pm

RESOLVED, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion by: Crielly

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas				X
Mr. Burdick	X			
Totals:	5	0	0	2

10. Board Matters/New Business

- 10.01 Two meetings per month - a discussion took place.
- 10.02 School Counselor as Anti Bullying Specialist. It was requested at the June 12th meeting that the positions be separated.
- 10.03 Full Time Case Manager/School Social Worker as Anti Bullying Specialist - This is not an option because Case Manager/Social Worker is an HCESC employee. The position needs to have flexibility in their schedule, leaving the Nurse and Guidance as only district possibilities.
- 10.04 Letter from Board of Education to Township to safety with Group Home. Mr. Burdick will attend a Township meeting and report back to the BOE.
- 10.05 Discussion on Public Comments and Responses from BOE.

11. Executive Session

- 11.01 Adopt the Following Resolution - 9:23 p.m.

BE IT HEREBY RESOLVED by the Franklin Township Board of Education pursuant to N.J.S.A. 10:4 -13 and 10:4 -12 that said public body hold a closed session on August 21, 2017 for the purpose of discussing personnel matters. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. The board expects to return to open public session in approximately 30 minutes.

Motion: Crielly Second: French By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

- 11.02 **Resolved, to return to Open Public Session at 10:35 p.m.**

Motion: French Second: Crielly By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

